

# Guide to Building Inspections



B-306  
LU: 15.6.26, LR: 15.6.26, v10

*go ahead...*

# Guide to Building Inspections

## Contents

|                                                                                                  |    |
|--------------------------------------------------------------------------------------------------|----|
| What information do you need to gather before booking an inspection? .....                       | 3  |
| Making changes after your building consent has been issued.....                                  | 5  |
| Ready for Final inspection .....                                                                 | 6  |
| Certificate for public use .....                                                                 | 6  |
| Inspection Types:.....                                                                           | 7  |
| a) Site Meeting Monitoring .....                                                                 | 7  |
| b) Erosion and Sediment Control.....                                                             | 7  |
| c) Foundation or Slab (includes pre pour foundation, Subfloor drainage and pre pour floor) ..... | 8  |
| d) Subfloor Framing (Subfloor) .....                                                             | 9  |
| e) Pre Roof .....                                                                                | 10 |
| f) Pre Cladding (includes Flashings & Building Sill & Wrap or Cavity Batten) .....               | 11 |
| g) Half High Masonry (Half High Brick).....                                                      | 12 |
| h) Pre Plaster Exterior (Monolithic Cladding) .....                                              | 13 |
| i) Pre Line (Pre Line including Plumbing).....                                                   | 14 |
| j) Pre Stop (Pre Stopping) .....                                                                 | 16 |
| k) Concrete Construction .....                                                                   | 16 |
| l) Steel Construction.....                                                                       | 16 |
| m) Fire Resistant Lining .....                                                                   | 17 |
| n) Interior Tanking (Pre Tile Tanking) .....                                                     | 17 |
| o) Blockwork (Block Work Construction).....                                                      | 18 |
| p) Shelf Angles .....                                                                            | 18 |
| q) Drainage (includes retaining wall drainage).....                                              | 19 |
| r) Heating Unit - Final (Sld/Liq Fuel Heater).....                                               | 19 |
| s) Final Inspection .....                                                                        | 20 |
| t) Notice to Fix Inspection.....                                                                 | 21 |
| u) Audit Inspection .....                                                                        | 21 |
| v) Duty Inspector .....                                                                          | 22 |
| w) Certificate for Public Use.....                                                               | 22 |
| Construction monitoring.....                                                                     | 23 |
| Documents provided at inspections .....                                                          | 24 |

## What information do you need to gather before booking an inspection?

1. Name, phone number of person onsite during inspections
2. Email address to send the Inspection Site Notice to
3. Building consent reference number
4. Correct site address
5. LBP registration number (for residential only)

From 1 November 2022 we will require the LBP details at the time of booking, please have your licence number handy when you ring or book online otherwise the booking cannot be scheduled.

From this date onwards please be prepared and have your LBP card ready onsite so the building inspector carrying out your building inspection can confirm your LBP number / licence.

6. Chosen date and time (AM or PM)
7. Type of inspections – select from the list below:
  - Site Meeting Monitoring
  - Erosion and Sediment Control
  - Foundation or slab
  - Blockwork
  - Subfloor framing
  - Pre roof
  - Pre cladding
  - Half high masonry
  - Pre plaster exterior
  - Pre line
  - Pre stop
  - Concrete construction
  - Steel construction
  - Fire resistant lining
  - Interior tanking
  - Shelf angles
  - Drainage
  - Heating unit
  - Final
  - Certificate for public use

For further details with regards to what each inspection entails, please see below.

# Guide to Building Inspections

## # NOTE #

Erosion and Sediment control inspection.

*This is an inspection type that will be allocated to high risk sites.*

*A high risk site is;*

- disturbed area greater than 1,000 m<sup>2</sup>; or
- disturbed area greater than 500 m<sup>2</sup> and the proximity to a waterway is less than 20 m; or
- disturbed area greater than 500 m<sup>2</sup> and the slope is greater than 5 degrees.

*This inspection must take place before any excavations or site clearance.*

*The inspection is to check all erosion and sediment control measures are in place as per the ESC plan in the approved building consent.*

(8) If the engineer undertaken the construction monitoring changes from the consented documents, this will require an in-house minor variation prior to the inspection.

The minor variation is required to update the consented 'B-414 Building Consent Inspections, construction documentation advice notes' document (residential only) or the 'B-411 Building Consent Construction Documentation & Advice Notes' document (commercial only) & to confirm the construction monitoring.

(9) All consented documents must be on-site otherwise the scheduled inspection will not be undertaken.

- (1) Consented plans,
- (2) Specifications,
- (3) Supporting documents,
- (4) Conditions & advise notes,
- (5) List of inspections

## Making changes after your building consent has been issued

If you wish to make changes to your building consent, you can apply for a minor variation or an amendment. A minor variation or amendment must be granted before the building work is carried out.

All on-site minor variations require the owners written approval, this is to be presented to the inspector for review. The site inspection cannot be passed until the owner's approval has been received.

Examples of on-site minor variation may include but are not limited to:

- as-built plans for the drains that do not change the system type
- roof truss as-built layout by an accredited fabricator
- product substitution of a building wrap, roof underlay or tanking membrane
- change of location of a sanitary fixture, bracing element, meter board, gas bottles or smoke alarms
- change to a flashing detail within the scope of an acceptable solution for Clause E
- an increase in specification such as using a higher grade of timber treatment, higher concrete strength, glue-laminated timber instead of sawn timber, additional surface water sump, increased dimension of framing member or framing members at closer centres.

Some examples of amendments include, but are not limited to:

- any alteration that increases or decreases the floor area of the building
- relocating or removing internal load-bearing supports
- substantive changes to ground levels, resulting in changes to foundations or retaining structures
- changes to fire safety aspects.

For further information including applicable fees please refer to our webpage at [ccc.govt.nz/change-your-building-consent/](https://ccc.govt.nz/change-your-building-consent/)

## Ready for Final inspection

A final inspection is carried out when all other listed inspections have been completed and passed, and all detail on approved consent documentation has been completed.

Sometimes, other than the final inspection, there will be inspections (including effluent field, heating unit and solar hot water system) which need to also be completed. Please ensure that these inspections are also booked in so additional time has been allocated. This assists us in distributing all of the inspection bookings.

This is the last opportunity the Council has to inspect the completed building and it is therefore important that all aspects of the building are complete.

In order for the Council to carry out this inspection, the building must be completed to a standard where it has a good chance of passing. It is not designed to provide a list of items to fix for the contractor to complete.

Once the building work and inspections are completed you will then need to apply for a code compliance certificate, including supplying all remaining construction documentation\*.

The construction documentation (as listed on the 'B-414 Building Consent Inspections, Construction Documentation & Advice Notes' document (residential only) or the 'B-411 Building Consent Construction Documentation & Advice Notes' document (commercial only) provided with the building consent) may include:

- LBP Records of Work ([download](#) the Certificate of Work from LBP website) for Restricted Building Work
- Building Location Certificate
- As-Built Drainage Plan
- As-Built Truss Design (ABTD)
- Engineer's producer Statement (PS4)
- Producer statements (PS3)
- Energy Work Certificates (electrical or gas)
- Specified Systems Performance Statement.

**Important:** Ensure documents are fully completed with correct building consent number, property address; all required names, addresses and contact details, accurate description of the work carried out, signed and dated by the person who carried out or supervised the work, the author's relevant qualifications, registration number(s) or experience.

To submit your application for code compliance certificate please refer to details on our webpage at [ccc.govt.nz/code-compliance-certificate/](http://ccc.govt.nz/code-compliance-certificate/)

## Certificate for public use

A certificate for public use is issued by the Council where it is satisfied the premises are safe for members of the public to use, before a code compliance certificate is issued. It specifically applies to ongoing construction work.

For commercial buildings, if your building work is not quite finished and you wish to open part of your premise to the public you will have to apply for a certificate for public use if you're not ready to apply for a code compliance certificate.

Before applying, please refer to our webpage for further details at [ccc.govt.nz/certificate-for-public-use/](http://ccc.govt.nz/certificate-for-public-use/)

\* Note that the status of the construction documents will be displayed on your Inspection Site Notices. Construction documentation is required to be presented at set inspection stages outlined in the documentation below.

# Guide to Building Inspections

## Inspection Types:

The Christchurch City Council's Building Consenting Unit has prepared guidelines to assist builders to be ready for building inspections. The guidelines include the minimum requirements of each inspection. They are not an exhaustive list of all the inspection requirements. If any of the minimum requirements are not satisfied then the inspection will fail. These guidelines are based on the schedule of construction.

## Site Meeting Monitoring

### Minimum requirements

|              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Site meeting | <p><i>This is an inspection type that will be allocated to some complex projects with agreement from the applicant. It involves a site meeting with the building inspector before building work starts on site</i></p> <ul style="list-style-type: none"><li>• Items to be covered may include;</li><li>• Construction hazards</li><li>• Excavations</li><li>• Erosion and sediment control</li><li>• Staged building consents</li><li>• Construction monitoring</li><li>• Construction documentation</li><li>• Certificate for public use</li></ul> |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Erosion and Sediment Control

### Minimum requirements

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Erosion and sediment control measures | <p><i>This is an inspection type that will be allocated to high risk sites.</i></p> <p><i>A high risk site is;</i></p> <ul style="list-style-type: none"><li>• disturbed area greater than 1,000 m<sup>2</sup>; or</li><li>• disturbed area greater than 500 m<sup>2</sup> and the proximity to a waterway is less than 20 m; or</li><li>• disturbed area greater than 500 m<sup>2</sup> and the slope is greater than 5 degrees.</li></ul> <p><i>This inspection must take place before any excavations or site clearance. The inspection is to check all erosion and sediment control measures are in place as per the ESC plan in the approved building consent.</i></p> <ul style="list-style-type: none"><li>• Items to be covered may include;</li><li>• Stabilised entranceway</li><li>• Clean water diversion (at upslope side of site)</li><li>• Dirty water diversion (at downslope side of site)</li><li>• Contour drains</li><li>• Sump/drains inlet protection</li><li>• Silt fences</li><li>• Filter socks</li><li>• Decanting earth bunds</li><li>• Stockpiles</li><li>• Dewatering</li></ul> |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

# Guide to Building Inspections

## Foundation or Slab (includes pre pour foundation, Subfloor drainage and pre pour floor)

### Minimum requirements

Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed.

Refer to sediment control inspection above for guidance.

|                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Dimensions              | <p>Check the building dimensions against the consented documents. Ensure that all boundaries are defined:</p> <ul style="list-style-type: none"> <li>• check that the building complies with the consent documents for set backs</li> <li>• if a Building Location Certificate is required ensure that it is available for the inspector to review at the appropriate inspection such as: The foundation inspection for boundary offsets and FFL's or the subfloor inspection for timber floor construction, the pre-roof for recession planes and building height confirmation)</li> </ul> <p>The inspector has the right to request a Building Location Certificate if not satisfied about the location of the building.</p> <p>Where dimensions differ from the consented documents, check with the Council to see if amended plans will be required for the inspection.</p>                                                                                                                                                                                                                                                                                                                |
| Ground conditions       | <p>If weak or liquefiable ground or fill is identified, or it is a condition of the consent, a registered geotechnical engineer must confirm that the ground conditions are suitable for the proposed building work. The written confirmation from a registered geotechnical engineer must be available for the inspector to review.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Surface water           | <p>Check that the building is not sited in a position where surface water will cause a nuisance.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Minimum floor level     | <p>If there is a minimum floor level restriction, a registered surveyor must inspect and confirm by a Building Location Certificate that the proposed building will comply with the minimum floor level restriction.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Maximum building height | <p>If there is a maximum building height restriction, a registered surveyor must inspect and confirm by a Building Location Certificate that the proposed building will comply with the maximum height restriction.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Slab on ground          | <p><i>This inspection must be conducted before the concrete is poured</i></p> <p>Check:</p> <ul style="list-style-type: none"> <li>• damp proof membranes are in place, lapped and taped correctly</li> <li>• reinforcing is in place, steel placement is correct, all steel is tied, mesh is supported adequately on chairs and shrinkage control joints are formed</li> <li>• 30mm or specified cover is maintained from the mesh to the top of the slab</li> <li>• 75mm or specified cover to steel at the edge of the slab (where not in contact with ground). Specific engineered design slabs may differ.</li> <li>• slab thickenings and point loads are in place (and that plumbing pipes do not penetrate load bearing pads without specific engineered design)</li> <li>• waste, drain and soil pipes have not been displaced and that their dimensions and the gradient do not vary from the consented requirements</li> <li>• that pipe work embedded in concrete is protected</li> </ul> <p>Note: If the hard fill below the slab exceeds 600mm in height, the engineer is to provide a producer statement construction review (compaction certificate) to verify compaction.</p> |

# Guide to Building Inspections

|                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Raft slab                 | <p><i>This inspection must be conducted before the concrete is poured</i></p> <p>Check:</p> <ul style="list-style-type: none"> <li>• and determine if the raft floor includes any piles</li> <li>• damp proof membranes are in place, lapped and taped correctly</li> <li>• reinforcing is in place, steel placement is correct, all steel is tied, mesh is supported in chairs and shrinkage control joints are formed</li> <li>• correct concrete cover to top of slab is maintained</li> <li>• correct concrete cover to slab edge is maintained</li> <li>• slab thickenings and point loads are in place</li> <li>• waste, drain and soil pipes have not been displaced and that the gradient has not been altered</li> </ul> <p><b>Note:</b> All raft floors are subject to an engineer's check. The engineer is to provide a producer statement construction review on completion of the work.</p> |
| Conditions & Advice notes | <p><i>The 'condition &amp; advice notes' will be checked to confirm the construction monitoring/Building location certificate (BLC) requirements.</i></p> <p><i>This may include but not exhaustive to:</i></p> <ol style="list-style-type: none"> <li>(1) BLC –Setout certificate/Stage 1 to confirm the dwelling offsets/Finished floor level (FFL),</li> <li>(2) Engineers reports for – Excavations, gravel raft compaction, Nuclear Density test, Steel inspection, etc</li> </ol> <p><i>The BLC &amp; engineers site reports must be on-site for the inspector to review, the inspection report cannot be passed until the documentation has been accepted.</i></p>                                                                                                                                                                                                                                |

## Subfloor Framing (Subfloor)

### Minimum requirements

Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed.

Refer to sediment control inspection above for guidance.

|          |                                                                                                                                                                                                                                                                                                                                                                                                       |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subfloor | <p>Check:</p> <ul style="list-style-type: none"> <li>• subfloor connections, joist sizing and required blocking</li> <li>• suspended plumbing pipe work has been completed</li> <li>• subfloor insulation is in place</li> <li>• adequate subfloor ventilation is provided.</li> </ul> <p><i>Relocated buildings require a subfloor framing inspection prior to the base boards being fitted.</i></p> |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Pre Roof

### Minimum requirements

Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed.

Refer to sediment control inspection above for guidance.

#### Framing

*This inspection must occur before any building wrap/paper is fixed and the roof cladding is installed. Unless stated otherwise all checks are to ensure that the building work complies with the building consent.*

Check:

Roof

- that all previous site instructions have been completed/resolved
- roof framing is complete including member location, size, span, support, and fixing
- truss installation is as per the as-built plan
- all fixings to the truss and frame match the as-built plan
- roof bracing and bottom chord restraint
- gable end bracing over roof section of end walls
- purlin size and fixing
- outrigger length and connections
- plywood substrate for membrane roofing and/or internal gutters

Wall

- window layout and lintel sizes
- framing size, timber species, treatment and stress grade confirming compliance with NZS 3604:2011 Timber-framed buildings
- bottom plate, lintel and stud to top plate fixings
- bottom / top plate size and position
- stud sizes and centres
- the fixings associated with external and internal bracing elements. This includes checking bracing layout, type and hold downs that are required.

# NOTE #

If the external sheet bracing is not installed, an additional pre-roof inspection will be required.

- fire wall connections at bottom plate
- fire wall solid blocking at the roof/soffit

Floor

- joist sizes and centres
- steel beam locations and fixings
- Post to beam connections
- any other specific engineered design (SED) structure and materials are in accordance with the consented design

Location

- If a Building Location Certificate is required for recession planes, this must be available for the inspector to review at the pre-roof inspection. The pre-roof inspection cannot be passed if the location varies from the consent.



## Pre Cladding (includes Flashings & Building Sill & Wrap or Cavity Batten)

| Minimum requirements                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Refer to sediment control inspection above for guidance.                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Wrap and cavity battens                                                                                    | <p><i>This inspection must occur before any exterior cladding is fixed.</i></p> <p>Check:</p> <ul style="list-style-type: none"><li>• all previous site instructions have been completed/resolved</li><li>• that the wrap type is as stated in the consented plans</li><li>• that the wrap is fixed as stated in the manufacturer's installation instructions</li><li>• that strapping is installed where required, studs over 450mm on centres</li><li>• that cavity battens are in place and fixed as per the manufacturer's specifications for the type of product being installed</li><li>• that window/door fixings and flashings are installed with the necessary detailing such as falls, up stands, etc.</li><li>• that sill and jamb flashings are installed to the manufacturer's installation instructions or specific design</li><li>• that penetrations are fixed and sealed as per the product manufacturer's specifications and the consented design</li><li>• that all windows over 600 mm wide are supported</li><li>• that any required support for control joints are in place</li><li>• that the brick veneer rebate is waterproofed</li><li>• that all cladding flashings are completed if this element is not covered by a separate pre cladding inspection.</li></ul> |
| Flashings                                                                                                  | <p>Check:</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

# Guide to Building Inspections

|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p>Roof</p> <ul style="list-style-type: none"><li>• Confirm installation of roofing material and associated flashings to all elements of the roof including skylights and chimneys.</li></ul> <p>Wall</p> <ul style="list-style-type: none"><li>• Installation of all flashings associated with claddings including junctions with roofs and balconies, decks.</li></ul> <p>Doors &amp; Windows</p> <ul style="list-style-type: none"><li>• Installation of all flashings associated with door and window openings including support of windows.</li></ul> <p>Balconies &amp; Decks</p> <ul style="list-style-type: none"><li>• Installation of all flashings associated with balcony and decks not covered by the above.</li></ul> |
|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Half High Masonry (Half High Brick)

### Minimum requirements

Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed.

Refer to sediment control inspection above for guidance.

|                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>External wall claddings – brick</p> | <p><i>This inspection must occur when the brick veneer reaches half height</i></p> <p>Check:</p> <ul style="list-style-type: none"><li>• all previous site instructions have been completed/resolved</li><li>• cavities are clean and free from obstructions</li><li>• the brickwork dimensions are as per the consented system or in the engineer's solution in the site report (size of brick, bed, perpends, type, etc.)</li><li>• brick ties are as per the design specifications</li><li>• weep holes are installed at no more than 800mm centres</li><li>• lintels and flashings are installed as required</li><li>• there are no services installed in the cavity</li><li>• the brick overhang does not exceed the maximum allowable tolerance</li><li>• control joints for concrete bricks are installed at no more than 8.0 m centres or as specified by manufacturer</li><li>• the width of the cavity wall is not less than 40mm or more than 70mm</li></ul> |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|



## Pre Plaster Exterior (Monolithic Cladding)

| Minimum requirements                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Refer to sediment control inspection above for guidance.                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| External wall claddings – monolithic                                                                       | <div>Check:</div> <ul style="list-style-type: none"><li>• all previous site instructions have been completed/resolved</li><li>• cladding is installed to the manufacturer’s instruction and as required in the consented documentation</li><li>• the sheet layout and fixing of cladding is correct</li><li>• control joints are as per manufacturer’s system</li><li>• the overlaps/ground/roof clearances are correct</li><li>• flashings around openings/penetrations are installed</li><li>• flashings to other claddings are installed</li><li>• all sheet edges are primed/sealed</li><li>• vermin proofing has been installed and that all penetrations have been sealed</li><li>• control joints and sills have adequate slope, i.e. minimum 18 degree slope for sills</li></ul> |

# Guide to Building Inspections

## Pre Line (Pre Line including Plumbing)

| Minimum requirements                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                    |
|------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                    |
| Refer to sediment control inspection above for guidance.                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                    |
| Pre line - building                                                                                        | <p><i>All claddings and services must be installed and complete before this inspection can take place.</i></p> <p>Check:</p> <ul style="list-style-type: none"> <li>that all previous site instructions have been completed/resolved</li> <li>building must be weather tight, including garage door openings</li> <li>no interior linings fixed in place (this is not always possible around garage door openings)</li> <li>services are complete</li> <li>cabling is in place</li> <li>moisture content for timber framing to be in accordance with Table 4 NZS3602:2003 (see overleaf). Note: consult manufacturers' guidelines as these may vary.</li> <li>all walls containing insulation to ensure that all insulation is as per the consented plans, is fixed properly and does not encroach into the cavity wall</li> <li>ensure that metal corners are fitted to framing for tiled showers</li> </ul>                                                             |                                                                                                                                                                                                                                                                    |
| Pre line - windows and joinery                                                                             | <p><i>All windows should carry labels verifying compliance with NZS 4211:2008.</i></p> <p>Check:</p> <ul style="list-style-type: none"> <li>safety glass or restrictor stays have been fitted to windows and doors where required</li> <li>glazing in wet areas, overhead glazing, low windows in stairwells, barriers, areas with large sheets / panes of glass has been fitted with safety glass</li> <li>safety glass is etched permanently for identification</li> <li>window/door fixings are as per the specific consented design</li> <li>window/door, air seal are in place</li> </ul> <p>All openings fitted within 760mm of the floor where there is a danger of a fall of more than 1.0m to the exterior, must be protected by restrictor stays.</p> <p>Windows and doors: Provide a statement from the manufacturer at the time of the pre-line inspection that the windows &amp; doors have been manufactured to achieve a minimum construction R-value.</p> |                                                                                                                                                                                                                                                                    |
| Pre line - service fit-outs                                                                                | Electrical, security, data/communications, heating and cooling, ducting, vacuum, and plumbing fit-outs must be completed before approval to line building can be given. This is because the work involved with these trades may impact on the structural integrity or weathertightness of the building.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                    |
| Pre line - fire and smoke                                                                                  | If the building has fire or smoke resistant ratings, check all pipe and wire penetrations, roof spaces, etc. Check that adequate provision has been made (e.g. smoke seals, collars and dampers) to ensure that the required rating will perform as intended.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                    |
| Pre line - airborne and impact sound                                                                       | Check that the specified system such as framing and additional linings, or insulation for lining solutions, are installed as per the consented documentation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                    |
| Insulation                                                                                                 | Check all walls/ceilings/floors containing insulation to ensure that the insulation is fitted properly and is as stated in the consented plans                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                    |
| Plumbing                                                                                                   | <p>Waste and soil pipes:</p> <p>Check</p> <ul style="list-style-type: none"> <li>are as per the consented design</li> <li>in place and supported adequately</li> <li>have appropriate fall</li> <li>are of adequate size as specified in the consented plans, and</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <p>Water supply pipes:</p> <p>Check</p> <ul style="list-style-type: none"> <li>these are fitted and on pressure test</li> <li>are adequately supported</li> <li>are lagged/protected suitably from frost damage and heat loss</li> <li>they are durable</li> </ul> |

# Guide to Building Inspections

|                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                           | <ul style="list-style-type: none"> <li>are durable</li> <li>pipes have been installed by a licensed plumber</li> <li>The B-084 from the licensed plumber confirming that the internal stacks (for 2 story dwellings or more) must be on-site for the inspector to review otherwise the inspection cannot be passed.</li> </ul> <p># MINIMUM DOCUMENTATION #</p> <p>(1) Water test to be visible on-site.<br/>(2) Smoke or Air test –</p> <p>(a) Clear photo identifying the unit tested.<br/>(b) Close up photo showing test device under pressure.<br/>(c) Various photos showing no leaking from joints.</p> | <ul style="list-style-type: none"> <li>are of sufficient size, and</li> <li>have an accessible isolation valve fitted to the incoming supply</li> <li>pipes have been installed by a licensed plumber</li> <li>The B-084 from the licensed plumber confirming that the hot &amp; cold supply have been tested. This must be on-site for the inspector to review otherwise the inspection cannot be passed.</li> </ul> <p># MINIMUM DOCUMENTATION #</p> <p>(a) Clear photo identifying the unit tested.<br/>(b) Close up photo showing test device under pressure.<br/>(c) Various photos showing no leaking from joints.</p> |
| Conditions & Advise notes | The 'condition & advise notes' will be checked to confirm the construction monitoring                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | The engineer's site reports must be on-site for the inspector to review, otherwise the inspection cannot be passed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

NZS 3602:2003 - Table 4 – Allowable moisture content (%)<sup>(1)</sup> at time of installation or in the case of framing timber at time of enclosure

| Use category level of finish                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Air-conditioned or centrally heated buildings | Intermittently heated buildings <sup>(2)</sup> | Unheated buildings |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|------------------------------------------------|--------------------|
| Timber to which linings are attached to achieve a "level of finish" 4 to 5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 8 - 18                                        | 12 - 18                                        | 12 - 18            |
| Enclosed framing (including roof trusses) to achieve a "level of finish" 0 to 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 12 - 18                                       | 12 - 24                                        | 12 - 24            |
| Load-bearing lintels and beams                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 8 - 18                                        | 12 - 20                                        | 12 - 20            |
| Weatherboards, exterior joinery and finishing timbers                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 14 - 18                                       | 14 - 18                                        | 14 - 18            |
| Flooring exposed to ground atmosphere                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 10 - 14                                       | 12 - 16                                        | 14 - 18            |
| Interior joinery and finish, furniture, corestock                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 8 - 12                                        | 10 - 14                                        | 12 - 16            |
| Flooring not exposed to ground atmosphere                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 8 - 12                                        | 10 - 14                                        | 12 - 16            |
| <p>NOTE –</p> <p>(1) Allowable ranges of moisture content are specified on the basis that 90% of pieces shall be within the specified range, the remainder shall be within a further 2% moisture content above or below. The moisture content of individual boards shall be normally distributed within the range allowed. In special circumstances, e.g. flooring exposed in rooms with large window area, the upper limits may be reduced.</p> <p>(2) Buildings periodically heated by open fires, electric heaters, etc., such as most domestic buildings</p> |                                               |                                                |                    |

# Guide to Building Inspections

## Pre Stop (Pre Stopping)

| Minimum requirements                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Refer to sediment control inspection above for guidance.                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Pre stop – fire resistant lining                                                                           | <p><i>This inspection occurs before any stopping is carried out.</i></p> <p>Check:</p> <ul style="list-style-type: none"><li>• all fire and smoke elements and linings are complete and fastened correctly</li><li>• all electrical flush boxes are fire rated (only metal flush boxes are permissible)</li><li>• there are no back-to-back installations, particularly with electrical flush boxes</li><li>• all penetrations are sealed with suitably rated approved product</li><li>• solid fixings are in place to secure fire collars</li><li>• where fire ratings extend into roof space, these areas are fixed correctly before being enclosed (It may be prudent to request a further inspection to check stopping after ceiling linings are installed if the ceiling is fire rated).</li></ul> |

## Concrete Construction

| Minimum requirements                                                                                       |                                                                                                                                                                                                            |
|------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed. |                                                                                                                                                                                                            |
| Refer to sediment control inspection above for guidance.                                                   |                                                                                                                                                                                                            |
| Concrete Construction                                                                                      | <p>Check:</p> <ul style="list-style-type: none"><li>• reinforcing placement</li><li>• tilt panels and connections.</li></ul> <p><i>Generally carried out under engineer's construction monitoring.</i></p> |

## Steel Construction

| Minimum requirements                                                                                       |                                                                                                                                                                                                           |
|------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed. |                                                                                                                                                                                                           |
| Refer to sediment control inspection above for guidance.                                                   |                                                                                                                                                                                                           |
| Steel Construction                                                                                         | <p>Check:</p> <ul style="list-style-type: none"><li>• beam sizes</li><li>• steel placement</li><li>• connections.</li></ul> <p><i>Generally carried out under engineer's construction monitoring.</i></p> |

## Fire Resistant Lining

| Minimum requirements                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Refer to sediment control inspection above for guidance.                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Fire Resistant Lining                                                                                      | <p><i>This inspection must occur before plaster stopping or installation of skirting or scotia</i></p> <p>Check:</p> <ul style="list-style-type: none"><li>• building elements are constructed in ways that stop the spread of smoke/heat/fire</li><li>• all fire and smoke elements and linings are complete and correctly fixed</li><li>• fire resistant filler and sealant is in place</li><li>• suitable fire resistant electrical fittings and fire collars are in place for penetration through fire walls.</li></ul> |

## Interior Tanking (Pre Tile Tanking)

| Minimum requirements                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Refer to sediment control inspection above for guidance.                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Interior Tanking - wet floors                                                                              | <p>Check:</p> <ul style="list-style-type: none"><li>• a suitable substrate is in place as per the manufacturer's specifications</li><li>• all substrates are clean, dry and fit for purpose</li><li>• the substrate is covered adequately and the recommended thickness of film applied as per the manufacturer's specifications (such as bandaging etc.)</li><li>• the entire substrate of the wet area is covered with the tanking product specified in the building consent</li><li>• to ensure that the membrane is turned down into floor plumbing waste outlets.</li></ul> |
| Interior Tanking - wet walls                                                                               | <p>Check:</p> <ul style="list-style-type: none"><li>• the substrate is clean and dry and fit for purpose</li><li>• the waterproofing membrane extends 1.5m out from the shower and 300mm above the rose</li><li>• the membrane extends to any wall or surface within 150mm of the bath</li><li>• to ensure that the substrate is covered.</li></ul>                                                                                                                                                                                                                              |
| Conditions & Advise notes                                                                                  | PS3 from the licensed installer must be on-site for the inspector to review, otherwise the inspection cannot be passed. (residential only)                                                                                                                                                                                                                                                                                                                                                                                                                                       |

## Blockwork (Block Work Construction)

### Minimum requirements

Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed.

Refer to sediment control inspection above for guidance.

#### Blockwork Construction

Check:

- block sizes
- block work is completed, reinforcing in place
- wash-out/clean-outs open to allow inspection of reinforcing.

*May be carried out under engineer's construction monitoring.*

## Shelf Angles

### Minimum requirements

Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed.

Refer to sediment control inspection above for guidance.

#### Shelf Angles

*This inspection must occur prior to laying of the brick veneer.*

Check:

- all flashing, shelf angles, slip joints and associated fixings
- lintels over windows and doors.

*Generally carried out for two-storey buildings or specific design brick work.*

# Guide to Building Inspections

## Drainage (includes retaining wall drainage)

| Minimum requirements                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Refer to sediment control inspection above for guidance.                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Drainage<br>Stormwater<br>Foulwater                                                                        | <p><i>This inspection must occur before pipe work is enclosed.</i></p> <p>Check:</p> <ul style="list-style-type: none"><li>• that all previous site instructions have been completed/resolved</li><li>• that the pipework is installed as per the consented system or seek a variation</li><li>• pipework under test ready for the inspector</li><li>• the grade/fall, pipe sizing and venting</li><li>• the location of pipe runs</li><li>• the jointing and venting</li><li>• the bends/gullies/inspection points etc</li><li>• As-built drainage plan completed &amp; on-site.</li></ul> <p><i>Work may be carried out in stages requiring partial inspections.</i></p> |
| Retaining Wall<br>Drainage and<br>Tanking                                                                  | <p><i>This inspection must occur before pipe work is enclosed.</i></p> <p>Check:</p> <ul style="list-style-type: none"><li>• the grade/fall, pipe sizing and type</li><li>• the location of pipe runs</li><li>• the bedding/dished drain and jointing</li><li>• the rodding points</li><li>• the filter cloth</li><li>• the tanking and protections</li><li>• PS3 from the licensed installer must be on-site for the inspector to review, otherwise the inspection cannot be passed. (residential only)</li></ul> <p><i>Work may be carried out in stages requiring partial inspections.</i></p>                                                                          |

## Heating Unit - Final (Sld/Liq Fuel Heater)

| Minimum requirements |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Heating Unit - Final | <p><i>This inspection must occur before the use of any heating unit</i></p> <p>Check:</p> <ul style="list-style-type: none"><li>• heater installed is as stated in the consent</li><li>• the installation is in accordance with the manufacturer's instructions, the consented design, and NZS2918</li><li>• seismic restraints are installed</li><li>• clearances from combustible surfaces are correct</li><li>• smoke alarms are installed as per the consent</li><li>• penetrations and flashings are in place</li><li>• hearth type (ash or insulated) measurements are correct to protect combustible surfaces below the heater</li><li>• to ensure that access is provided for viewing the flue system.</li><li>• B-083 completed &amp; on-site for the inspector to review, otherwise the inspection cannot be passed.</li></ul> |

# Guide to Building Inspections

## Final Inspection

| Minimum requirements                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sediment control must be in place at the time of inspection, otherwise the inspection would not be passed. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Refer to sediment control inspection above for guidance.                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Final - Overall                                                                                            | <p>Check that all:</p> <ul style="list-style-type: none"> <li>work described in the building consent has been completed</li> <li>painting and decorating has been completed, including floor coverings</li> <li>landscaping, paved areas and storm water control has been completed</li> <li>conditions of the consent have been met</li> <li>amendments have been approved and uplifted (if required).</li> </ul>                                                                                                                                     |
| Final - electrical, oil and or gas systems                                                                 | <p>Check:</p> <ul style="list-style-type: none"> <li>the energy works certificates have been received on completion of work</li> <li>bottles holding more than 9kg of gas are located outside</li> <li>all gas bottles are a minimum of 1.0m away from opening windows or drains</li> <li>oil heating systems are installed as per the consented design and the manufacturer's instructions and that the installer's documentation is completed and on site</li> <li>smoke alarms are in place and operational.</li> </ul>                             |
| Final - building interior                                                                                  | <p>Check:</p> <ul style="list-style-type: none"> <li>any interior changes have been addressed by minor variation or the amendment process</li> <li>the main internal entrance is slip resistant</li> <li>the linings in the bathrooms/ensuites have been installed as stated in the consented plans</li> <li>to ensure there are no possible cross connections with the water supply</li> <li>the water seal of toilets</li> <li>the junction of floor and wall linings in the laundry room.</li> </ul>                                                |
| Final - sanitary plumbing & drainage                                                                       | <p>Check:</p> <ul style="list-style-type: none"> <li>the gully traps and overflow relief gullies are positioned so that surcharge cannot enter the building</li> <li>plumbing fixtures are vented correctly for each type of fitting.</li> </ul>                                                                                                                                                                                                                                                                                                       |
| Final - vehicle crossing                                                                                   | <p>Check that all work has been completed, that the crossing has been re-instated, and that there is no damage to the footpath or berm.</p>                                                                                                                                                                                                                                                                                                                                                                                                            |
| Conditions & advise notes                                                                                  | <p>The following items must be on-site (If required) for the inspector to review, otherwise the final inspection cannot be passed.</p> <ol style="list-style-type: none"> <li>(1) Engineer's PS4 &amp; all site reports, (residential only)</li> <li>(2) B-082 &amp; Electrical certificate, (This is for council vested sewer pump chambers only) (residential only)</li> <li>(3) B-083 (if the solid fuel burner is being inspected at the same time as the final)</li> <li>(4) Barrier construction: PS3 from your nominated contractor.</li> </ol> |
| Code Compliance Application                                                                                | <p>If the 'Code Compliance Application' is not submitted within 6 months of the passed final, this may require a final re-inspection.</p>                                                                                                                                                                                                                                                                                                                                                                                                              |

# Guide to Building Inspections



## Notice to Fix Inspection

### Minimum requirements

#### Notice to Fix

##### Check:

- whether or not the contravention(s) recorded in the Notice to Fix (Form 13) have been rectified.
- If specified, building work must cease until the Notice to Fix has been lifted.

## Audit Inspection

### Minimum requirements

#### Audit Inspection

##### Check:

- non-specific inspection types
- historic building work
- problematic jobs.
- This inspection is used if there are various failed inspections, to ensure all outstanding items are addressed prior to moving forward with the project.

## Duty Inspector

### Desktop inspection (Residential only)

The duty inspector is for the following items only.

Check:

Failed inspections for:

- engineers reports,
- BLC's,
- consented documents not on site,
- on-site 'Minor Variations' requiring owners approval,
- Sediment control, (Not for complex hill sites)

All supporting documentation relating to the above items are to be sent to [dutyinspector@ccc.govt.nz](mailto:dutyinspector@ccc.govt.nz).

Please include within the e-mail:

- (1) The failed inspection report,
- (2) BCN number &
- (3) A clear description of the documentation provided,

This will help enable the duty-inspector to address the outstanding items.

## Certificate for Public Use

### Minimum requirements

Certificate for public use

*This inspection is to confirm a certificate for public use can be issued.*

Check:

- safety management plan has been adhered to
- measures in place to protect public where they may be affected by building work
- that members of the public can use the premises safely
- considered as a final type inspection.

Generally for commercial buildings.

A certificate for public use is issued by the Council where it is satisfied the premises are safe for members of the public to use, before a code compliance certificate is issued.

*(subject to application)*

## Construction monitoring

Construction monitoring records form part of the inspection process to assist the building inspectors decision making and to record that these areas of work align to the approved building consent.

The Council may require site reports from your nominated consultants and these must be presented to the building inspector for review.

The 'B-414 Building Consent inspections, Construction Documentation & Advice Notes' document (residential only) or the 'B-411 Building Consent Construction Documentation & Advice Notes' document (commercial only) will set out these nominated consultants and their inspection schedule to record each area of work required.

The report must be clear on:

- Areas of work covered in that inspection
- Acceptance of that work or further inspections required
- Any areas of work not accepted and what is required
- Any variation from the approved consented design

At which inspection are the records required:

Commonly, for residential inspections the nominated consultant's reports are required at the relevant inspection but as a minimum:

- Foundation inspection – This may include but not exhaustive too; geotechnical or subgrade construction monitoring and the structural site report for the foundations.

- Building location certificate (stage 1)

Note: These would also apply to secondary structures such as retaining walls etc.

Pre-roof inspection – Building location certificate (stage 2)

Pre-line inspection – Engineers site inspection reports, B0-84 to confirm pipework pressure test,

Pre-tile tanking – PS3 from licensed installer.

Retaining wall drainage - PS3 from licensed installer.

Final inspection – PS4 & site reports, B0-82 & electrical certificate (this is for council vested sewer system),

Solid fuel burner – B0-83 from nominated installer.

- Pre-line inspection for each nominated area of structural construction monitoring.

Note: If these are not provided to the inspector on site at that time, or the reports are not complete, the inspection is likely to fail.

Final inspection the producer statement(s) and site reports will be required to be presented to the building inspector for review.

## Documents provided at inspections

| Typical Construction Documents and Advice Notes | Verification Documentation required                                                                                                                                                                                                                                                                                                                                                                                                              | Pre Roof | Final | Drainage | Pre Line | Foundation or Slab | Interior Tanking | Heating Unit | Fire Resistant Linings | Pre Stop | Subfloor Framing | Blockwork | Half High Masonry | Steel Construction | Concrete Construction | Certificate for Public Use (if applicable) |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------|----------|----------|--------------------|------------------|--------------|------------------------|----------|------------------|-----------|-------------------|--------------------|-----------------------|--------------------------------------------|
| Roof truss layout                               | As-built truss layout: Provide as-built truss plan and layout at time of pre-roof inspection                                                                                                                                                                                                                                                                                                                                                     | Y        | -     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Water reticulation - pipework testing           | Water reticulation - pipework testing: Provide completed form B-084                                                                                                                                                                                                                                                                                                                                                                              | -        | -     | -        | Y        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Potable water test certificate (not NUO)        | Test certificate for potable water: Provide certificate of analysis from your nominated consultant                                                                                                                                                                                                                                                                                                                                               | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Foulwater and stormwater drains layouts         | Foulwater and stormwater drains layouts: Provide as-laid drainage plan at time of drainage inspection                                                                                                                                                                                                                                                                                                                                            | -        | Y     | Y        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| On-site disposal systems                        | On-site disposal systems: Provide a PS3 from your nominated contractor                                                                                                                                                                                                                                                                                                                                                                           | -        | Y     | Y        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Pressure sewer system                           | Pressure Sewer System: Provide completed form B-082                                                                                                                                                                                                                                                                                                                                                                                              | -        | Y     | Y        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Verification of G6                              | Verification of G6 - Airborne and impact sound: <ul style="list-style-type: none"> <li>Provide field test verification from a suitably qualified acoustic engineer for all the building elements required to meet a Sound Transmission Class performance and</li> <li>Floors required to meet an Impact Insulation Class performance. The performances shall be verification as per filed test</li> <li>methods referenced in G6/ VM1</li> </ul> | -        | Y     | -        | Y        | -                  | -                | -            | Y                      | Y        | -                | -         | -                 | -                  | -                     | -                                          |
| Building Location Certificate                   | Building location certificate: Provide a B-081 certificate from a registered surveyor                                                                                                                                                                                                                                                                                                                                                            | Y        | -     | -        | -        | Y                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Building Setout Certificate                     | Building setout certificate: Provide a B-080 certificate from a registered professional surveyor or a licensed cadastral surveyor for [building location relative to boundaries and floor level relative to a datum].                                                                                                                                                                                                                            |          |       |          |          | Y                  |                  |              |                        |          |                  |           |                   |                    |                       |                                            |
| CS under tile shower or deck tanking/ membrane  | Under tile shower or deck tanking/waterproof mem- brane: Provide a PS3 from your nominated contractor                                                                                                                                                                                                                                                                                                                                            | -        | Y     | -        | -        | -                  | Y                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |

# Guide to Building Inspections

| Typical Construction Documents and Advice Notes | Verification Documentation required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Pre Roof | Final | Drainage | Pre Line | Foundation or Slab | Interior Tanking | Heating Unit | Fire Resistant Linings | Pre Stop | Subfloor Framing | Blockwork | Half High Masonry | Steel Construction | Concrete Construction | Certificate for Public Use (if applicable) |
|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------|----------|----------|--------------------|------------------|--------------|------------------------|----------|------------------|-----------|-------------------|--------------------|-----------------------|--------------------------------------------|
| CS Membrane roofs and decks                     | Membrane roofs and decks: Provide a PS3 from your nominated contractor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| CS solid/liquid fuel appliance                  | Solid/liquid fuel appliance: Provide a B-083 statement from your nominated contractor.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | -        | Y     | -        | -        | -                  | -                | Y            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| CS exterior wall cladding system                | Exterior wall cladding system: Provide a PS3 from your nominated contractor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| CS retaining wall tanking/membrane              | Under retaining wall tanking/waterproof membrane: Provide a PS3 (B-085) from your nominated contractor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | -        | -     | Y        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Energy work certificate - electrical            | Electrical: Provide an electrical safety certificate                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Energy work certificate - gas                   | Gas: Provide a gas safety certificate.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Façade inspections                              | Construction Monitoring: Provide all site inspections records and a PS4 from your nominated façade consultant stating the building work has been completed in accordance with the relevant requirements of the building consent.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Complete fire safety system                     | <p>Construction monitoring: Provide all site inspection records and a PS4 from your nominated fire consultant stating that all the necessary fire safety systems required by their fire design have been incorporated into the building,</p> <p>This could include the following:</p> <ul style="list-style-type: none"> <li>• Fire rated windows Emergency lighting Mechanical smoke control Escape route pressurisation systems</li> <li>• Smoke control in the air handling system</li> <li>• Minor alterations to the fire alarm</li> <li>• Minor alterations to the sprinkler system Automatic sliding doors Fire and smoke curtains Penetrations through fire separations</li> <li>• Fire protection to steel members</li> <li>• Access controlled door systems</li> <li>• Fire or smoke door inter- faces</li> <li>• Signs related to fire safety</li> </ul> | -        | Y     | -        | Y        | -                  | -                | -            | Y                      | Y        | -                | -         | -                 | -                  | -                     | Y                                          |

# Guide to Building Inspections

| Typical Construction Documents and Advice Notes   | Verification Documentation required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Pre Roof | Final | Drainage | Pre Line | Foundation or Slab | Interior Tanking | Heating Unit | Fire Resistant Linings | Pre Stop | Subfloor Framing | Blockwork | Half High Masonry | Steel Construction | Concrete Construction | Certificate for Public Use (if applicable) |
|---------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------|----------|----------|--------------------|------------------|--------------|------------------------|----------|------------------|-----------|-------------------|--------------------|-----------------------|--------------------------------------------|
| Fire sprinkler systems                            | Residential Fire sprinkler systems to NZS4517: Provide a 'Domestic Sprinkler System Declaration' as required by NZS4517:2010                                                                                                                                                                                                                                                                                                                                                                                                                 | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Smoke alarm system                                | Residential Hard-wired Smoke alarm system: Provide certification from a registered electrician as required by NZS4514:2009                                                                                                                                                                                                                                                                                                                                                                                                                   | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Restricted building work – Foundation             | Restricted Building Work: Provide Record(s) of Work on regulated form 6A                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | -        | -     | -        | -        | Y                  | -                | -            | -                      | -        | Y                | -         | -                 | -                  | -                     | -                                          |
| Restricted building work – Carpentry              | Restricted Building Work: Provide Record(s) of Work on regulated form 6A                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Y        | Y     | -        | -        | Y                  | -                | -            | -                      | -        | Y                | -         | -                 | -                  | -                     | -                                          |
| Restricted building work - External Plastering    | Restricted Building Work: Provide Record(s) of Work on regulated form 6A                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Restricted building work - Brick and block laying | Restricted Building Work: Provide Record(s) of Work on regulated form 6A                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | Y         | Y                 | -                  | -                     | -                                          |
| Restricted building work – Roofing                | Restricted Building Work: Provide Record(s) of Work on regulated form 6A                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Y        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | -                                          |
| Structure - inspections                           | Construction Monitoring: Provide all site inspection records and a PS4 from your nominated structural consultant stating that all the necessary aspects of their design has been incorporated into the Building.<br><br>This may include the following:<br><ul style="list-style-type: none"> <li>Excavation of foundations, footings, post holes, retaining walls</li> <li>Placement of reinforcing steel</li> <li>Pile driving/screwing Precast floor units Block work construction Pre-line inspection of structural elements.</li> </ul> | Y        | Y     | -        | -        | Y                  | -                | -            | -                      | -        | -                | Y         | -                 | Y                  | Y                     | -                                          |
| Sprinkler system to NZS 4541                      | Sprinkler system to NZS 4541:<br><ul style="list-style-type: none"> <li>Provide a NZS4541:2013 'Certificate of Compliance' from the sprinkler system certifier. Include a test report from a suitably qualified IQP for the back- flow prevention device upstream of the main stop valve</li> <li>For alterations to an existing sprinkler system; an inspection letter from an IANZ accredited sprinkler system inspection body along with any certification required by this inspection letter</li> </ul>                                  | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |

# Guide to Building Inspections

| Typical Construction Documents and Advice Notes                                                                                                                                                                                                                                             | Verification Documentation required                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Pre Roof | Final | Drainage | Pre Line | Foundation or Slab | Interior Tanking | Heating Unit | Fire Resistant Linings | Pre Stop | Subfloor Framing | Blockwork | Half High Masonry | Steel Construction | Concrete Construction | Certificate for Public Use (if applicable) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------|----------|----------|--------------------|------------------|--------------|------------------------|----------|------------------|-----------|-------------------|--------------------|-----------------------|--------------------------------------------|
| Residential sprinkler system to NZS 4515                                                                                                                                                                                                                                                    | Provide a NZS4515:2009 'Certificate of Compliance' from the sprinkler system certifier. Include a test report from a suitably qualified IQP for the back- flow prevention device upstream of the main stop valve<br><br>For minor alterations to an existing sprinkler system; provide a producer statement for construction (PS3) from the installer.                                                                                                                                      | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Gaseous fire extinguishing system to AS ISO 14520                                                                                                                                                                                                                                           | Completion Certificate as required by ISO14520:2015                                                                                                                                                                                                                                                                                                                                                                                                                                         | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Ansul foam suppression system to NFPA 17A                                                                                                                                                                                                                                                   | Provide a producer statement for construction (PS3) from the installer.<br><br>The statement to include: The system has been installed and inspected in accordance with the manufacturer's listed instruction manual                                                                                                                                                                                                                                                                        | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Household sprinkler system to NZS 4517                                                                                                                                                                                                                                                      | Provide a Domestic Sprinkler System Declaration as required by NZS4517:2010. Include a test report from a suitably qualified IQP for the backflow prevention device upstream of the main stop valve<br><br>For minor alterations to an existing sprinkler system; provide a producer statement for construction (PS3) from the Installer                                                                                                                                                    | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Fire alarm system to NZS 4512<br>Type 2 manual fire alarm system<br>Type 3 automatic fire alarm system<br>Type 4 automatic fire alarm system activated by smoke detectors and manual call points<br>Type 5 automatic fire alarm system with modified smoke detection and manual call points | Provide a NZS4512:2010 'Certificate of Completion' from the accredited inspection body<br><br>For extensions to systems where additional zones are added and/or the zone control unit is upgraded or replaced; a 'Certificate of Completion' from the accredited inspection body<br><br>For minor alterations to the fire alarm system; a producer statement for construction (PS3) to be covered by a producer statement for construction review (PS4) from your nominated fire consultant | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |

# Guide to Building Inspections

| Typical Construction Documents and Advice Notes                                           | Verification Documentation required                                                                                                                                                                                               | Pre Roof | Final | Drainage | Pre Line | Foundation or Slab | Interior Tanking | Heating Unit | Fire Resistant Linings | Pre Stop | Subfloor Framing | Blockwork | Half High Masonry | Steel Construction | Concrete Construction | Certificate for Public Use (if applicable) |
|-------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------|----------|----------|--------------------|------------------|--------------|------------------------|----------|------------------|-----------|-------------------|--------------------|-----------------------|--------------------------------------------|
| Security system for fire or other dangers providing an evacuation warning in the building | Provide a producer statement for construction (PS3) from the installer                                                                                                                                                            | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Automatic doors                                                                           | Provide a producer statement for construction (PS3) from the installer. The statement to include confirmation the doors have a fail-safe operation                                                                                | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Access controlled doors                                                                   | Provide a producer statement for construction (PS3) from the installer.<br><br>The statement to include: Confirmation the doors have a fail-safe operation and has an unlocking device adjacent to the door with adequate signage | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Interfaced fire or smoke doors or windows                                                 | Provide a producer statement for construction (PS3) from the installer.                                                                                                                                                           | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Emergency lighting system to AS 2293                                                      | Provide a producer statement for construction review (PS4) from your nominated emergency lighting design consultant.<br><br>For minor works: Provide a producer Statement for construction (PS3) from the installer               | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Escape route pressurisation system                                                        | Provide a producer statement for construction (PS3) from the installer<br><br>To be included:<br>Review of PS3 with producer statement for construction review (PS4) from your nominated fire consultant                          | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Fire hydrant system to NZS 4510                                                           | Provide NZS4510:2008 'Certificate of Compliance' from the hydrant system certifier                                                                                                                                                | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Automatic backflow preventer to AS/NZS 2845.1 connected to potable water supply           | Provide a test report from a suitably qualified IQP. To include details of all installed devices and their locations                                                                                                              | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Passenger and goods lifts                                                                 | Provide As-built drawings and installation test certificate from your nominated contractor                                                                                                                                        | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |

# Guide to Building Inspections

| Typical Construction Documents and Advice Notes                                                                    | Verification Documentation required                                                                                        | Pre Roof | Final | Drainage | Pre Line | Foundation or Slab | Interior Tanking | Heating Unit | Fire Resistant Linings | Pre Stop | Subfloor Framing | Blockwork | Half High Masonry | Steel Construction | Concrete Construction | Certificate for Public Use (if applicable) |
|--------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|----------|-------|----------|----------|--------------------|------------------|--------------|------------------------|----------|------------------|-----------|-------------------|--------------------|-----------------------|--------------------------------------------|
| Platform lifts and low-speed lifts                                                                                 | Provide As-built drawings and installation test certificate from your nominated contractor                                 | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Escalators and moving walks                                                                                        | Provide As-built drawings and installation test certificate from your nominated contractor                                 | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Mechanical ventilation or air conditioning system includes fire and smoke control interfaced with fire alarm       | Provide As-built drawings and a producer statement for construction review (PS4) from your nominated consultant            | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Cooling tower connected to HVAC plant                                                                              | Provide As-built drawings and a producer statement for construction review (PS4) from your nominated consultant            | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| CO detection and extraction systems in enclosures used by vehicles                                                 | Provide a producer statement for construction (PS3) from the installer.                                                    | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Spray painting booths extraction systems                                                                           | Provide a producer statement for construction (PS3) from the installer                                                     | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Building maintenance units                                                                                         | Provide a producer statement for construction (PS3) from the installer                                                     | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Laboratory fume cupboards                                                                                          | Provide a producer statement for construction (PS3) from the installer                                                     | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Audio loops or other assistive listening systems: FM radio frequency systems or infrared beam transmission systems | Provide a producer statement for construction (PS3) from the installer                                                     | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Mechanical smoke control                                                                                           | Provide a producer statement for construction (PS3) from the installer                                                     | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
|                                                                                                                    | To be included:<br>Review of PS3 with producer statement for construction review (PS4) from your nominated fire consultant | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |

# Guide to Building Inspections

| Typical Construction Documents and Advice Notes                                                                 | Verification Documentation required                                                                                                                                                                      | Pre Roof | Final | Drainage | Pre Line | Foundation or Slab | Interior Tanking | Heating Unit | Fire Resistant Linings | Pre Stop | Subfloor Framing | Blockwork | Half High Masonry | Steel Construction | Concrete Construction | Certificate for Public Use (if applicable) |
|-----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------|----------|----------|--------------------|------------------|--------------|------------------------|----------|------------------|-----------|-------------------|--------------------|-----------------------|--------------------------------------------|
| Natural smoke control                                                                                           | Provide a producer statement for construction (PS3) from the installer<br><br>To be included:<br>Review of PS3 with producer statement for construction review (PS4) from your nominated fire consultant | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Smoke curtains                                                                                                  | Provide a producer statement for construction (PS3) from the installer<br>To be included:<br>Review of PS3 with producer statement for construction review (PS4) from your nominated fire consultant     | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Emergency power systems required for any specified system listed on this compliance schedule                    | Provide a producer statement for construction (PS3) from the installer<br><br>To be included:<br>Review of PS3 with producer statement for construction review (PS4) from your nominated fire consultant | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Signs relating to a system or feature listed on this compliance schedule                                        | Provide a producer statement for construction (PS3) from the installer<br><br>To be included:<br>Review of PS3 with producer statement for construction review (PS4) from your nominated fire consultant | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Emergency warning intercommunications system as part of emergency warning systems for fire or other emergencies | Provide a producer statement for construction (PS3) from the installer<br><br>To be included:<br>Review of PS3 with producer statement for construction review (PS4) from your nominated fire consultant | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |

# Guide to Building Inspections

| Typical Construction Documents and Advice Notes                                        | Verification Documentation required                                                                                                                                                                      | Pre Roof | Final | Drainage | Pre Line | Foundation or Slab | Interior Tanking | Heating Unit | Fire Resistant Linings | Pre Stop | Subfloor Framing | Blockwork | Half High Masonry | Steel Construction | Concrete Construction | Certificate for Public Use (if applicable) |
|----------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------|----------|----------|--------------------|------------------|--------------|------------------------|----------|------------------|-----------|-------------------|--------------------|-----------------------|--------------------------------------------|
| Final exits                                                                            | Provide a producer statement for construction (PS3) from the installer<br><br>To be included:<br>Review of PS3 with producer statement for construction review (PS4) from your nominated fire consultant | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Fire separations protecting a means of escape                                          | Provide a producer statement for construction (PS3) from the installer<br><br>To be included:<br>Review of PS3 with producer statement for construction review (PS4) from your nominated fire consultant | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Exit and other signs for communicating information in- tended to facilitate evacuation | Provide a producer statement for construction (PS3) from the installer<br><br>To be included:<br>Review of PS3 with producer statement for construction review (PS4) from your nominated fire consultant | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Photo luminescent signs and escape path marking                                        | Provide a producer statement for construction (PS3) from the installer<br><br>To be included:<br>Review of PS3 with producer statement for construction review (PS4) from your nominated fire consultant | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |
| Smoke separations that form part of the means of escape from fire                      | Provide a producer statement for construction (PS3) from the installer<br><br>To be included:<br>Review of PS3 with producer statement for construction review (PS4) from your nominated fire consultant | -        | Y     | -        | -        | -                  | -                | -            | -                      | -        | -                | -         | -                 | -                  | -                     | Y                                          |